

APPRAISER LICENSING & CERTIFICATION BOARD

P.O. Box 12188 • Austin, Texas 78711-2188 • www.talcb.texas.gov

APPRAISAL EXPERIENCE LOG INSTRUCTIONS

Please carefully read these instructions before completing the Appraisal Experience Log. An incomplete form cannot be processed.

All experience claimed must be logged in chronological order.

Sponsor's Name and Certification Number: Enter the name and TALCB certification number (including the suffix "G" or "R") of your sponsoring certified appraiser who actively, personally, and diligently supervised and directed you for each specific appraisal assignment and who signed the appraisal report.

If you are submitting experience under more than one sponsor, please use a different page for each sponsor.

Type of Property: Use the property type codes below.

<u>Residential</u>		Non-Residential							
Single-family residential 1		Other living units such as							
Duplex	2	apartment projects, condominiums, etc	Α						
Tri-plex	3	Commercial	С						
Four-plex	4	Industrial	I						
Unimproved residential site	UR	Office	Ο						
		Farm or ranch	FR						
		Unimproved/undeveloped acreage not FR	U						

Residential ("Res") property is defined as an improved property having four or fewer living units, or an unimproved residential site for which the highest and best use is 1-4 family residential. When claiming a residential property, place a 1, 2, 3, or 4 in the "Type of Property" column to indicate the number of living units in the improved residential property appraised, or a "UR" to indicate an unimproved residential lot for which the highest and best use is 1-4 family residential.

Non-residential (Non-Res") property is any property not defined above as residential property. When claiming a non-residential property, indicate the type of property by placing one of the non-residential property codes in the "Type of Property" column.

To be acceptable, real estate appraisal experience must:

- 1. Comply with USPAP
- 2. Be verifiable and be supported by adequate written reports or file memoranda;
- 3. Have been performed when a person had legal authority to appraise (e.g., TALCB certified, licensed or approved as An appraiser trainee, TREC broker, etc.).

The Appraiser Experience Affidavit, which you sign, states: "Being duly sworn, I certify to the best of my knowledge and ability that the following information is true and correct and represents verifiable acceptable experience for which I am responsible. The experience claimed conforms to the Texas Appraiser Licensing and Certification Act (the Act), the TALCB Rules, and appropriate provisions of the Uniform Standards of professional Appraisal Practice (USPAP)."

This document is available on the TALCB website at www.talcb.texas.gov



TEXAS APPRAISER LICENSING & CERTIFICATION BOARD

Appraiser Ass						>												
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Certification, License or Trainee Authorization Number:								otior	Ana								ion)	l
Sponsor/Supervisor Name:							ions	scrip	and	lysis						ysis	explanation)	l
Sponsor/Supervisor Certification or License Number:						ory	ripti	d De	ion	Anal	es					√nalı	ldxe	l
Applicant onl						- Si	& Descriptions	anc	cript	Use	-Sal				п	les /	attach	l
I thru XI. (which portions of the assignment applicant XI-put "X" in box where Sponsor/Supervisor	contribute	d by putti d.)	ng an "X"	in Columns	S=Supervisory	ction &	Building Inspection and Descriptions	Neighborhood Description and Analysis	Highest and Best Use Analysis	Research of Comp-Sales	Income Analysis	sis	ysis	Final Reconciliation	Subject Listing/Sales Analysis	ase att	
2) Prepare a	separate log for <u>each</u> Sponsor/Supervisor. Report Type : Restricted Use= R Summ	nary= S Se	lf-Containe	ed = SC			ıspe	id In	oorho	st an	rch c	le Ar	Analy	Analysis	Reco	ct Lis	ر (ple	
Report Date mm/dd/yyyy	Subject Location (address, city, state)	Report Type		Actual Applicant Hours		A=Applicant	Site Inspection	Buildir	Neigh	Highe	Resea	Incom	Cost Analysis		Final	Subje	Other (please	Work
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certify that I	have examined this document and that the	informatior	TOTAL n contained	d in it is tr	ue, correct,] and (omp	lete.										
	visor Signature:																	

PRIVACY NOTICE

The following notice about certain information, laws, and practices is given in accordance with Chapter 559, Texas Government Code.

- (1) With few exceptions, an individual is entitled on request to be informed about the information that a state governmental body collects about the individual.
- (2) Under Sections 552.021 and 552.023 of the Government Code, the individual is entitled to receive and review the information.
- (3) Under Section 559.004 of the Government Code, the individual is entitled to have the governmental body correct information about the individual that is incorrect.